

Council on Energy, Environment and Water (CEEW), New Delhi
Programme Associate: Renewable Energy Programme
Terms of Reference

Organisational Details:

The Council on Energy, Environment and Water (<http://ceew.in/>) is one of South Asia's leading not-for-profit policy research institutions. CEEW uses data, integrated analysis, and outreach to explain – and change – the use, reuse, and misuse of resources. It prides itself on the independence of its high quality research, develops partnerships with public and private institutions, and engages with wider public.

In 2017, CEEW has once again been featured extensively across nine categories in the '2016 Global Go To Think Tank Index Report', including being ranked as South Asia's top think tank (14th globally) with an annual operating budget of less than US\$5 Million for the fourth year running. In 2016, CEEW was also ranked 2nd in India, 4th outside Europe and North America, and 20th globally out of 240 think tanks as per the ICCG Climate Think Tank's standardised rankings. In 2013 and 2014, CEEW was rated as India's top climate change think-tank as per the ICCG standardised rankings.

CEEW is a multidisciplinary organisation, with an international outlook and a strong culture of collaboration and leadership by initiative. Its focus areas include energy access, renewable energy; low carbon pathways; green house gases and monitoring reporting and verification; risks and adaptation; and technology and trade.

Designation offered: Programme Associate

Job Location: New Delhi, India

Start Date: 1 June 2016

Purpose: CEEW seeks to hire a Programme Associate, a role that will be crucial in adding to the dynamic research team at CEEW, particularly for research in the areas of renewable energy finance and policy. CEEW offers an intellectually challenging and conducive work environment, with a focus on research rigour, innovative thinking, and market transformation. We are looking for an enthusiastic, highly skilled, and detail-oriented researcher to join the interdisciplinary Renewable Energy team, which has a particular focus on the imminent need to facilitate the flow of affordable finance to bring down the costs of renewable electricity, while accelerating the pace of renewable energy deployment.

The successful applicant will lead and undertake robust quantitative and qualitative analysis. In addition to the duties and responsibilities outlined below, the Programme Associate should be prepared, as and when necessary, to take on additional responsibilities and respond to events and developments that cannot be anticipated easily.

Job Duties and Accountabilities

Research

- Undertake rigorous qualitative and quantitative analysis of financial flows and their impact on renewable energy markets
- Review large amounts of data and analyse information using a variety of mathematical tools and interdisciplinary methodologies
- Track renewable energy investments, and engage with government, developers, investors and other stakeholders
- Work with the senior researchers on specific research programmes, specifically on risks in the renewable energy sector
- Develop original research ideas that are linked to the renewable energy work being carried out at CEEW
- Participate in knowledge-transfer activities, including collaborative meetings and training workshops with other research groups and institutions.
- Write research memos and internal briefs independently
- Publish research outputs as peer-reviewed papers and policy reports
- Assist in applications/ proposals for research and general donor funding
- Active engagement with industry stakeholder and government officials to communicate and create impact with research findings.
- Assist in regular renewable energy related stakeholder meetings
- Contribute to other teams' research objectives to the extent that your skillset adds value to the output, on request or otherwise.

Programme Assistance

- Respond to research requests from Programme Leads, Senior Programme Leads and Research Fellows, discuss research needs, and prepare responses that synthesise and analyse information
- Assist in planning the programme and monitoring its overall progress, resolving issues and initiating corrective action as appropriate
- Assist with programme implementation, including help with preparing presentations and policy recommendations
- Assist with building a database and relationships with a wider community of experts, scholars, institutions and potential donors in the energy, environment and water domains
- Assist with planning and executing events such as report launches, consultation workshops, round table discussions, etc.
- Contribute to reports and other research products as part of the research team.
- Participate constructively in weekly team meetings

- Accompany the CEO and other team members for meetings with other stakeholders; prepare minutes of the meetings and assist with relevant follow up

Selection Criteria

Education

- Master's degree with specialisation in energy in relevant disciplines, such as economics, finance, public policy, international relations, physical sciences, etc.
- Sound understanding of India's regulatory environment, financial structures, and energy markets (specifically solar and wind markets)
- Should have a strong research background, including an understanding of experimental and analytical research.
- Quantitative skills including and not limited to econometric analyses

Business experience

- Minimum 3-5 years of relevant work experience
- Strong track record of project assistance and timely delivery of outputs
- Experience in dealing with public and private institutions within and outside India

Main skills

- Superior analytical abilities, effective oral and written communication skills are a necessary prerequisite
- Experience or exposure to energy finance
- Ability to manage time effectively to work on multiple research projects at the same time
- Ability and willingness to work in a dynamic and fluid environment
- Ability to work on own initiative and communicate and coordinate effectively as a team member.
- Ability to analyse information and present in a clear and accurate manner both verbal and written.
- Ability to write formal and factual reports, identifying key issues.
- Willingness to show initiative in order to handle unforeseen challenges
- Ability to work in multicultural teams

CEEW operates in a dynamic environment and the candidate will be required to show flexibility in undertaking a variety of tasks. CEEW is an equal opportunity employer. Female candidates are encouraged to apply. CEEW offers competitive compensation commensurate to experience.

Interested candidates are requested to send their applications to jobs@ceew.in with 'Application – Programme Associate for Renewable Energy Finance and Policy' as the subject line. Only short listed candidates will be contacted. We appreciate your interest.